

Kewanee Public Library District
Regular Meeting, December 13, 2021
Community Room 4:00

1. Call to order:

Members Present: John Sayers, President; Norma Good, Secretary; Sue Busenbark, Vanessa Fite, Kirk Watson, Becky Ault and Ruth Kapacinskas. Also present: Barbara Love, Director.

Sayers called the meeting to order at 4:00.

2. Public Comments: None

3. Approval of the minutes:

Secretary minutes for November 11, 2021, were reviewed. Also minutes of the December 3, 2021 Director Search Committee were presented. Fite made a motion to approve both sets of minutes and Watson seconded the motion. RESOLVED, THAT THE MINUTES FOR NOVEMBER 11, 2021, KEWANEE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING BE ACCEPTED. RESOLVED, THAT THE MINUTES OF THE DECEMBER 3, 2021 AND DECEMBER 10, 2021 DIRECTOR SEARCH COMMITTEE BE ACCEPTED AS AMENDED. Motion passed.

4. Budget Report: The budget was presented and discussed.

5. Approval of bills.

A motion was made by Fite and seconded by Good to approve the payment of payroll and bills. RESOLVED, THAT THE PAYMENT OF THE PAYROLL IN THE AMOUNT OF \$36,386.78 AND BILLS IN THE AMOUNT OF \$17,075.34 BE ACCEPTED. Motion passed.

6. Department Reports:

Director Love presented her report. A program in conjunction with the League of Women Voters was discussed. February programs were discussed. Communications concerning the Star Courier were presented. Building problems and concerns were discussed. The library hosted an Illinois Department of Health Vaccine Clinic. Staff medical leaves were discussed. Jemal Wilson, Circulation Clerk, has presented his resignation notice and Heather Bradley, a new clerk started today. The audit was mentioned and end of the year insurance options were explained to staff.

7. Business Requiring Action:

- A. Approval of Medical Disability Leave December 1-31, 2021 and January 1-31, 2022 for Sarah Arnold. Director Love recommended approval of leave as allowed by policy, at the discretion of the board. Busenbark moved and Fite seconded to approve the leave as noted. Motion passed. The board declined to approve a third month of leave.

Also, the Board approved IMRF Benefit Protection Leave for Sarah Arnold for the same time period, a motion by Sayers, with Fite seconding.

- B. Sheets detailing the Approval of Director Job Description were presented and discussed. Good moved and Watson seconded that this document be approved. Motion passed.

8. Business for Discussion:

- A. Lots of updates and time line from the Search Committee.
- B. Correspondence: None

9. Announcements

Next Board Meeting: January 10, 2022 at 4:00.

10. Adjournment at 4:47.

Norma Good, Secretary